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LS

7 May 1971

MEMORANDUM FOR: Director of Training

SUBJECT : Weekly Activities Report

STATSPEC

1. On Monday I visited the FSI Language School and had an opportunity to exchange information with Dr. James Frith and his deputy, Mr. Lloyd Swift. In view of the fact that we are looking for ways of offering some language laboratory services in the Rosslyn area (principally for [redacted], I asked if some of our Rosslyn people could use the FSI lab for self study. Dr. Frith felt that this was feasible and suggested that we request such service in a memorandum.

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2. [redacted] called Monday to discuss further the possibility of our offering a Russian familiarization course of about 24 hours for NPIC personnel who need to know how to transliterate from Cyrillic to Roman script and to identify simple organizational names, place names, and well-known acronyms. He would like to run the program evenings from 1600 to 1700 at NPIC. Seventy-five NPIC employees have indicated an interest in such a program.

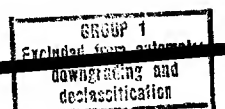
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3. [redacted] met with the Executive Officer of [redacted] this week to discuss future Vietnamese language training. The meeting was arranged to respond to a telepouch from Saigon which suggested the use of DLI facilities instead of the Language School. Data on the tests of DLI-trained individuals who have entered the Agency was discussed, and the shortcomings of such training was noted. [redacted] will send a report on this to Saigon (the cable will be coordinated with us), stating that it is still the Division's intention to have personnel trained at LS for both beginning and advanced levels.

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25X1A9a 4. In keeping with our objective of encouraging instructors to make professional contacts with other language schools, [ ] of our German faculty traveled to Boston last week at the invitation of the Goethe Institute. [ ] observed and recorded German classes, interviewed the teaching staff, and returned with an excellent report on the teaching methods used at the Institute. The German Department faculty feels that [ ] visit was beneficial for the whole Department. We plan to order some of the Goethe Institute materials since their audio-visual, direct-method approach seems to produce very good results.

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25X1A9a 5. [ ] who has done extensive work in evaluating and producing language laboratory tapes, was invited this week to participate in a conference on lab software which the DLI will sponsor later in the month. The Defense Department is in the process of reviewing the whole language lab concept and the effectiveness of their taped materials. They have invited experts from several quarters to offer advice. Since there has been quite a bit of controversy about labs lately in the professional journals, we will be interested to hear the conclusions of the conference.

6. This week the bulk of our new furniture arrived, including stack shelves for the library, tables for the classrooms, chairs for our lab booths, and desk-type tables for the proficiency testing room. We now lack only the chairs for our seminar room and a few odds and ends to complete the furnishing of our quarters.

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7. Last week [ ] attended a basic video workshop, sponsored by the Civil Service Commission, to learn something about video hardware and techniques for using it. [ ] has been very active in the development of audio-visual materials at LS, and the workshop was useful to her. Since it was a well-organized course in an area about which we have very little expertise, we expect to send a few more participants the next time it is offered.

8. Two of our students reported the loss of their loan-out cassette recorders through theft last week. In one case the recorder was stolen when the student left it briefly on his porch; in the second instance the cassette was one of many things taken when the student's house was broken into.

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9. Language School Statistics:

This week 24 new students started language training, most of them in French and Spanish. Following are last week's statistics:

Students

Full-time - 77  
Part-time - 162 (46 BAHLT)  
(68 Hqs.)  
TOTAL.....239

Classes


Full-time - 33  
Part-time - 56 ( 8 BAHLT)  
(13 Hqs.)  
TOTAL.....89

Laboratory hours for the week of 26 - 30 April 1971:

Language School - 102  
Headquarters - 37

There were 25 proficiency tests given during the week of  
26 - 30 April 1971.

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Acting Chief, Language School

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